

~~Draft~~ Approved

Charter Township of Portage  
 Regular Board Meeting  
 May 13, 2013  
~~Township Office~~ Doelle Senior Citizens Center  
~~47240 Green Acres Rd~~ Tapiola Road  
~~Houghton, MI 49931~~ Toviola, MI 49965  
 (906) 482-4310

The meeting was called to Order at 7:00 p.m. Those in attendance were Supervisor Bruce Petersen, Trustees Andrew Kemper, Peggy Anderson, John Ollila, Bill Bingham, Treasurer Carol Little and Clerk Jamie Solka.

Motion made by John Ollila to accept the additions to agenda, second by Andrew Kemper, all voted in favor, motion carried. Additions included:

1. Job description – Unfinished Business
2. Auditor for 2013 – Unfinished Business
3. Bank resolution – Unfinished Business

Motion made by Bill Bingham, second by John Ollila to approve April 1, 2013 meeting minutes with additions – all voting yes. Motion carried.

The Bills were approved as presented on a motion by Carol Little seconded by John Ollila. Poll vote yes, Bill Bingham, Carol Little, John Ollila, Andrew Kemper, Peggy Anderson, Bruce Petersen, and Jamie Solka.

Clerks Report – Funds are fine for this quarter.

Operations in Portage Water

Treasurer's report – ~~Operating in~~ ^ maintenance is negative, will have to borrow money from general account. The yearly Audit is in process.

Zoning Administrator's report – Supervisor read the report

HTFD: Chief Marty Raffaelli reports 2 jaws and 2 fire.

OLFD: 4 or 5 EMS runs, no Fires

Assessor's report – All have copies

**Correspondence:**

- A. New organization started Michigan Association of Township Supervisors (MATS) handout given to board members.
- B. Portage Lake Public Library gave February and March Meeting minutes
- C. MTA district meeting in Marquette June 5, 2013. Contact office if interested in attending.
- D. John Pekkala (Houghton Co. Drain Commissioner) gave a brief presentation on the Otter Lake Special Assessment

**Unfinished Business:**

- A) Website & Logo Creation Contract – Houghton School will be running a competition in September to create a Logo.
- B) KPBIZ – Antenna placed in the Township office for internet and telephone
- C) Water sampling in the Royalwood Suvdivision is largely completed UPEA will do a GIS map of the findings.
- D) Bingham made a motion to accept services from Chris Bonen of Keweenaw Tree Services at \$150.00 per tree up to 19 degraded trees in the cemetery to be cut. John Ollila second, all in favor – Motion passed
- E) Maintenance office is still in the process of being updated, there is some exterior work that needs to be done.
- F) Employee job descriptions – Tabled until all board members can review Forest Hill Cemetery Workers job descriptions – to be discussed at the June 2013 meeting.

- G) Bill Bingham made motion to use Rukkila & Negro as the 2013 Auditor second by Carol Little – All in favor. Motion passed
- H) Carol Little made a motion to continue with Resolution already in place for the Bank - second by John Ollila – All in favor. Motion passed

**New Business:**

- A) Same map will be used from last year for oiling roads.
- B) Steve Manninen was hired on May 7, 2013 at the Cemetery.
- C) Manhole damage causing major inflow for combination sewage treatment in the amount of \$29,944.11 from the City of Houghton.
- D) John Ollila made motion to pay \$50.00 for Finn – Fest Flowers to be purchased for the base of the Office sign second by Andrew Kemper all in favor – Motion carried.
- E) Water Leaks – Bill Bingham made a motion to pay 100% water billed, 3 months average be billed for sewer upon inspection by supervisor and proof of repair. Second by John Ollila

**Committee Meeting**

Master

- A) May 22<sup>nd</sup> Water Plan meeting with Pat Coleman
- B) Water & Sewer meeting with Eric Waara U.P. Engineering
- C) Cemetery meeting – lots available. John Ollila gave a brief summary of green cemetery meeting.
- D) May 9, 2013 Brian Kissell – UPEA & MDOT had onsite meeting

**Other Business**

- A) Virginia Bingham will be stepping down from her position as soon as a new Deputy Clerk is found.
- B) Barb Guilford Letter – street abandonment
- C) Houghton Country Road Commission letter of support – Bruce Petersen wants site notices and he will send a letter to Kevin Harjo

Harjo

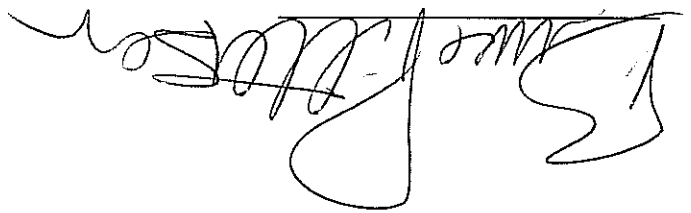
**Public Comment:**

Several comments & questions for John Pekkala after his presentation.  
 Dave Rulison asked if we could find out if the oil used for roads are safe for environment.  
 Makkinen's would like some money for flood damages from water tower over flow.  
 Sally Santeford asked about a place to put leaves and brush

Attendance sign in: Mark Kempainen, Linda & Dave Rulison

The meeting adjourned at 9:05 p.m. on a motion by Bill Bingham second by John Ollila

Supervisor, Bruce Petersen



Clerk, Jamie-Solka

